



### What is Business Administration?

The Bachelor of Science in Business Administration Degree in the Lourdes College Department of Business is designed to prepare students for all aspects of business administration, whether it is finance, management, marketing or accounting. Many graduates with a Bachelor of Science in Business Administration Degree pursue further education in graduate school in one of the following areas: labor relations, law, or public administration.

### Career Opportunities in Business Administration

Depending on your core concentration and graduate studies, you can seek a career in banking, management, or public administration. Job titles could include tax administrator, budget analyst, public relations director, or marketing manager.

### Salary Trends for Business Administration Majors

Modest employment growth in business administration is expected for the next decade. Salaries for Business Administration majors depend on education, the job title, duties and area of the United States where you are employed. In 2006, budget analyst trainees earned around \$30,000 annually compared with \$43,070 for salaried property managers, and \$67,690 for administrative service managers.\*

\* U.S. Bureau of Labor Statistics

### High School Preparation

To prepare for your business administration career, your high school studies should follow a college preparatory curriculum that includes math, science, history and English. Fluency in a foreign language such as Spanish or German is also beneficial. Volunteer work can increase your awareness and assist in guiding your career path.

### How to Major in Business Administration at Lourdes College

The Bachelor of Science in Business Administration Degree allows you to fulfill both the general core business requirements (45 semester hours) as well as the core requirements needed for your business administration concentration (15 semester hours). Given the large number of available electives within each program, students often choose to pursue dual majors. Other concentrations available include accounting and finance, management, human resources management, health care administration and marketing. See the back side of this department sheet for details on specific class requirements.

### Requirements for Business Administration

The Department of Business offers students an opportunity to prepare for careers in business and/or graduate programs of study.

Business Administration majors as undergraduate students in the Department of Business must maintain a minimum 2.5 GPA in all business courses to receive their Bachelor of Science degree.

The mission of the Department of Business is to provide a student-centered educational experience combining rigorous, specialized

business courses with a broad liberal arts foundation to enhance critical analysis, communication, problem solving, and ethical and leadership skills. We will challenge and respect individual abilities and encourage personal integrity, innovation, global awareness, and technological literacy to prepare our graduates to effectively and ethically work, manage, lead, and serve organizations in culturally diverse communities where they work and live.

Our philosophy is that a broad liberal arts general education combined with a rigorous specialized business curriculum can provide the professional expertise required for successful careers in business. Our academic offerings are an extension of the mission of the College and offer students an opportunity to prepare for careers in business and/or graduate programs of study. We utilize a holistic approach to learning with an emphasis on the promotion of an ethical business environment and the worth of all organizations' most important asset - its people.

The skills necessary to compete in business today change virtually overnight. Students with narrowly focused technical backgrounds can often be left behind. Business analysts suggest that the business world is changing from the age of the specialist who is on the verge of obsolescence to the age of a generalist who can readily adapt. Employers today seek employees who possess conceptual, interpersonal, social, attitudinal, problem solving, decision-making, leadership, and adaptive skills, combined with business acumen. With a strong foundation grounded in the liberal arts, our business programs provide our students with precisely the skills that today's employers are seeking.

## FOR MORE INFORMATION:

Contact the Office of Admissions  
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## Special Programs, Co-Ops and Internships

Students majoring in Business Administration in the Department of Business at Lourdes College can become a member of Phi Beta Lambda (the Business Fraternity). A variety of internships are also available. Internships may be paid or unpaid. See Business Advisor Laura Ott for further information. Graduates obtaining their Bachelor of Science in Business Administration Degree can enhance their education and career through the Master of Organizational Leadership Degree program at Lourdes or through the Business Alumni Advisory Council (BAAC).

## Highlights of Business Administration at Lourdes College

Lourdes College offers its students the perfect environment. With small class sizes (15 to 1 student to faculty ratio), and classes meeting usually once a week, students at Lourdes benefit from a more personalized learning environment and faculty with real-world experience. You will appreciate the care taken to prepare you for graduate school and/or advancing your career.

Some accelerated and weekend classes are available.

Lourdes College has received specialized accreditation for its Bachelor of Science degree programs in business through the International Assembly for Collegiate Business Education (IACBE), Olathe, Kansas.

Lourdes College holds a membership in the International Assembly for Collegiate Business Education (IACBE).

It is the expectation of the Department of Business that students who successfully complete their business programs will possess research literacy skills, computer application skills, oral and written competence, and quantitative and analytical skills related to the financial tools of business. Additionally, they will be economically literate, and possess the cultural, global and diversity awareness skills necessary to effectively work with others and make ethical

## Business Administration

General Education		Semester Hours
ENG 101	Composition I.....	3
ENG 102	Composition II.....	3
PHL 101, 102 or 103	.....	3
Art or Music course	.....	3
ENG 200	Introduction to Literature .....	3
Ethical Foundations course	.....	3
History or Political Science course	.....	3
SOC 304	Multicultural Diversity or	
SWK 209	Ethnic & Culturally Diverse Perspectives.....	3
Natural Science course	.....	3
Behavioral Science course	.....	3
Theological Studies courses	.....	6
Math course	.....	3
MTH 212	Statistics .....	3
Personal Wellness course	.....	3
<b>Business Core</b>		
BUS 100	Career Plan. And Per. Finance.....	3
BUS 101	Bus. Principles and Careers .....	3
CMP 111	Comm. & Search Applications.....	3
CMP 211	Spreadsheet/Database Apps.....	3
BUS 201	Accounting I.....	3
BUS 254	Macroeconomics .....	3
BUS 255	Microeconomics .....	3
BUS 304	Corporate Finance.....	3
BUS 320	International Business.....	3
BUS 325	Business Communications.....	3
BUS 333	Management Concepts .....	3
BUS 340	Internship.....	3
BUS 344	Marketing Concepts.....	3
BUS 430	Business Ethics .....	3
BUS 459	Business Policy.....	3
<b>Business Administration Major</b>		
BUS 202	Accounting II.....	3
BUS 302	Managerial Accounting.....	3
BUS 330	Legal Environ. Of Business .....	3
BUS 335	Marketing Management .....	3
BUS 413	Organ. Behavior & Dev.....	3
Electives	.....	15
<b>Total credit hours = 120</b>		

decisions concerning individual and organizational issues or problems. Students will benefit from their awareness of contemporary issues effecting business organizations and can draw on their critical thinking skills and the necessary skills in their selected business discipline to make effective decisions concerning organizational problems. Finally, students will be equipped with the skills to conduct effective career searches.



**Note:** This sheet is for general information only. For more specific information on this program refer to the Lourdes College catalog at <http://www.lourdes.edu/academics/?s=5&c=119> or contact the college.

Lourdes College, in accordance with Title VI of the Civil Rights Act of 1964, operates in a non-discriminatory manner with regard to race, color, age, or national origin. Furthermore, as required by Title IX of the 1972 Education Amendments, Lourdes College does not discriminate on the basis of race, color, creed, sex, age, religion, national origin, ancestry, citizenship, sex, disability, military or veteran status, age, or other legally protected category in its programs, activities, and employment. Lourdes College also provides equal opportunity to qualified disabled persons in accordance with the requirements of the Americans with Disabilities Act. A Catholic College in the Franciscan Tradition.

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